



**Minutes of the  
ALAMEDA FREE LIBRARY BOARD MEETING  
January 13, 2010**

The regular meeting of the Alameda Free Library Board was called to order at 6:00 p.m.

ROLL CALL

Present: Mike Hartigan, President  
Karen Butter, Vice President  
Gail Wetzork, Board Member  
Suzanne Whyte, Board Member

Absent: Kristy Perkins, Board Member

Staff: Jane Chisaki, Library Director  
Marsha Merrick, Recording Secretary

CONSENT CALENDAR

An asterisk indicates items so accepted or approved on the Consent Calendar.

- A. \*Report from the Library Director Highlighting Activities for January 2010. Accepted.
- B. \*Draft Minutes of the Regular Library Board Meeting of December 9, 2009. Approved.
- C. \*Library Services Report for the Month of November 2009. Accepted.
- D. \*Financial Report Reflecting FY10 Expenditures by Fund for December 2009. Accepted.
- E. \*Bills for Ratification for the Month of December 2009. Approved.

Vice President Butter said she thought the final selection of branch art was going to be passed by the Board as had been done when art was selected for the Main. Director Chisaki will set up a special board meeting and bring the artists in to give presentations so the Board can see what has been selected by the Branch Art Committee and seek the Board's approval to move forward. Member Whyte asked how the new book dispenser would work. Chisaki described the machine and how it functions, and said that surveys will be taken to determine the machine's content. The machine will be installed at Alameda Point by the end of the fiscal year. President Hartigan thanked Chisaki for putting the yearly open hours on the Library Services Report as they were very valuable when making comparisons.

President Hartigan asked for a motion to approve the consent calendar as presented. Vice President Butter so moved; Member Whyte seconded the motion which carried by a 4-0 vote.

ORAL COMMUNICATIONS, NON-AGENDA (Public Comment)

Marc Lambert said he had seen buckets on the stairway and wondered if the roof was leaking. Director Chisaki responded that the roof had been leaking, but the problem has now been fixed.

UNFINISHED BUSINESS

A. Neighborhood Library Improvement Project (G. Wetzork)

Director Chisaki passed out the branch renovation project timeline she had created for the Board. President Hartigan asked if it could be fleshed out a little with comments, etc. Chisaki will add comments as appropriate. There had been no recent NLIP meetings, but Chisaki said the permit process had been moving smoothly. On February 3, Project Manager Laurie Kozisek will go to Council to get their approval to start the bid process. Member Wetzork asked what it meant that the plan review was at 95%. Chisaki responded that this should be complete by the end of the week. Hartigan said that he couldn't see the status of the WEB part of the project on the City's website, and was a little concerned. Chisaki will check into that and per a request from Vice President Butter, will confirm the status back to the Board. Butter went on to say that she thought Chris Noll had done a great job with his presentation to Council. Chisaki said that paint colors need to be picked for the outside of the branch buildings. These will be passed by the Board for their approval and the NLIP team will be invited to that meeting.

NEW BUSINESS

A. Alameda Free Library Foundation (J. Chisaki)

Director Chisaki reported that there had been no meeting in December, and that the next meeting would be held on January 25. She did not yet have a final number for the "Live @ the Library" concert series, but a good estimate from Luzanne Engh was about a \$6,500 profit margin.

B. Friends of the Alameda Free Library (M. Lambert)

Marc Lambert reported that there had been no meeting in December. The next meeting will be held on January 25, and the Friends will vote to put the Oral History Project in their budget. The Café has a new ice machine.

C. Patron Suggestions/Comments (Speak-Outs) and Library Director's Response

None.

LIBRARY BOARD COMMUNICATIONS

Vice President Butter thanked Director Chisaki for her help with crowd control, etc. at the League of Women Voters Measure B Forum which was held on January 7.

There were several young people at the Board meeting, and Butter asked them who they were. The group was from an Alameda High School Government class, and was required to sit in on some public meetings. Butter suggested to them that they might want to go to an Alameda Unified School District meeting, as it would probably be much more interesting.

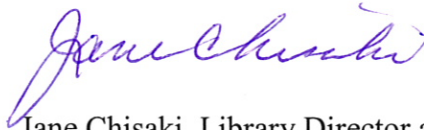
#### DIRECTOR'S COMMENTS

Director Chisaki reminded the Board that their designations as Library Board members cannot be put on business cards or be used in any promotional way. The Library is upgrading the ILS software; it is hoped that it will only take about a day and a half. During this time, the catalog and self-check machines will not be available. The new software should make the system faster and be more cohesive with the cash handling aspect.

#### ADJOURNMENT

President Hartigan asked for a motion to adjourn the meeting at 6:53 p.m. Member Wetzork so moved; Member Whyte seconded the motion which carried by a 4-0 vote.

Respectfully submitted,



Jane Chisaki, Library Director and  
Secretary to the Alameda Free Library Board